

Special Note: The following is a summary of the Minutes taken from the Business Development Advisory Council meeting held on February 12, 2014, and does not necessarily provide a detailed verbatim transcription of the Minutes.

MINUTES

BUSINESS DEVELOPMENT ADVISORY COUNCIL WEDNESDAY, FEBRUARY 12, 2014 9:00 A.M.

**CLARK COUNTY GOVERNMENT CENTER
500 S. GRAND CENTRAL PKWY
4TH FLOOR, GOLD ROOM
LAS VEGAS, NEVADA 89155**

Members Present:

Dianne Fontes, Nevada Minority Supplier Development Council- Chair
Jane Lee, Jadon Foods- Vice Chair
Charles Ware, Innovative Health Education Solutions
Jill Rowland-Lagan, Boulder City Chamber of Commerce
Marla Turner, The Blue Nevadan
Miranda Richardson, IA3

Members Absent:

Ernest Fountain, Black Business Council
Leonard Hamilton, M.B.D.A. Business Center

Clark County Staff

Adleen Stidhum, Clark County Purchasing and Contracts
Diana Escobar, Clark County Purchasing/Business Development

Legal Counsel:

Mark Wood, Clark County District Attorney's Office (Represented by Mary Ann Peterson)

Guests:

Christine Footit, Internal Revenue Services
Dianne Bilderback, M. & I.S., Inc.
Jana Forsythe, F.E.I. Construction
Laura Jane Spina, RAFI Architecture
Lorraine Marshall, Irenic Consulting Group

I. CALL TO ORDER

Dianne Fontes, called the meeting to order on Wednesday, February 12, 2014, at 9:03 a.m.

II. OPENING CEREMONIES

Silent invocation was conducted followed by the Pledge of Allegiance.

III. CERTIFICATION OF COMPLIANCE WITH THE NEVADA OPEN MEETING LAW

It was announced that the meeting was being held in compliance with the Nevada Open Meeting Law. The meeting was properly posted at the appropriate locations as listed at the bottom of the agenda.

IV. PUBLIC COMMENTS:

Dianne Fontes said that at the last BDAC meeting the Council discussed assigning the Vice Chair of the Marketing and Public Relations Subcommittee. **Marla** mentioned that due to the absence of some members, she agreed to step up into the role of Chair of the Legislative Subcommittee. She suggested that Miranda Richardson move up as the Vice Chair of the Marketing and Public Relations Subcommittee.

Dianne requested that at the next meeting there be an agenda item to appoint Miranda as Vice Chair of the Marketing and Public Relations Subcommittee so that is in compliance with the Nevada Open Meeting Law. Marla asked if they could have a subcommittee meeting prior to the BDAC meeting to appoint Miranda. **Dianne** said yes as long as it on the agenda and it is posted.

V. INTRODUCTION:

The members and guest introduced themselves.

VI. NEW BUSINESS:

A. Approval of the October 9, 2013 Minutes

The Minutes were unanimously approved.

B. Receive a Presentation from Jessica Rosman (Caesars Entertainment Group)

Jane Lee said that Jessica Rosmann was not able to present at this meeting. Dianne said there was another guest to present in Jessica's place. **Jane** invited Lorraine Marshall to talk about her business to the Council.

Lorraine Marshall stated she owns two companies. The first company she owns is HBLC, which is company partner with Hudson Group and McCarran International Airport. She said they have leadership in 30 stores in McCarran. She said her back ground is Six Sigma Black Belt certified. **Lorraine** said she won a contract with Hudson and they liked the fact she was formally a senior executive of two (2) Fortune 500 Companies. After seeing her Six Sigma success with Hudson, she started her own consulting business. **Lorraine** said that her consulting group is a company that utilizes Six Sigma business management strategies to help

companies improve their business process. She stated that her tag line is that she promotes peace of mind through a process improvement. Also, **Lorraine** generates cost saving and process improvements in area such as Human Resources, Information Technologies, contracts and construction. As an example, one of the improvements she did was for the Department of Energy where she took the amount of time that it took them to complete contract modifications from an average of 18 months to 30 days.

VII. OLD BUSINESS:

A. Receive a report from the following Subcommittees:

- **Legislature** – **Marla Turner** reported that the Interim Committees began meeting on the month of February. **Marla** said she is working with Assemblywoman Neal to monitor the projects that she is most concern about and the bills that did not make it through the Legislature last year and the bills that are her top priorities will be in the 2015 Legislature. **Marla** said she will have more information to report by the next BDAC meeting because the Interim Committees will be in full stage.
- **Marketing and Public Relations** – **Marla** stated that she would like to have Miranda as Vice Chair of the subcommittee. Marla said that they have the skill set and they talked about who will handle what in regards to newsletter. Marla said that she would like to include Senator Ford, Assemblywoman Neal and Tom Akers to the distribution list because she has met people that work with Tom Akers who are trying to figure out how to go about the bidding process. Also, she said that the Legislature is championing laws that will help minority, small business owners.

Miranda expressed that she was excited about working to have the newsletter in place and letting people know about BDAC.

- **Advocacy**– **Jill Rowland-Lagan** reported that she contacted the Governor's Office of Economic Development to get assistance on creating a clearing house concept with general information and links to help the businesses. She mentioned that at the last BDAC meeting, Ernest said he spoke with Assemblywoman Neal about a revolving loan fund that the City of Las Vegas created. **Jill** said she was going to meet with Ernest and she will have more information at the next meeting in April.
- **Speaker Bureau**- **Jane Lee** invited 3 business owners to speak to the council.

Dianne Bilderback, from M & I.S. Incorporated, stated that she has been in business for 15 years. She was a former executive for a number of fortune 100 companies but she moved to Las Vegas to run her own business. **Dianne** said she is a certified women-owned business. They work in preventative maintenance planning, preventative execution planning, and fixed assets and mentors. **Dianne** said that they have worked with the Regional Transportation Commission (RTC) on their buildings. They go through the inventory and their systems such as the heating ventilation systems or the emergency lighting and fire systems and they develop prevent maintenance plans for all the equipment. She also mentioned that she provides consulting services primarily in the operations of engineering.

Jana Forsythe stated she is the owner of F.E.I. Construction, which she started in 2006 and in October she will be celebrating 8 years in business. **Jana** said her company provides commercial tenant improvement services. She worked on the bus stop panels along Boulder Highway for RTC. **Jana** mentioned she is the Chair of the Women Business Enterprise Council and invited the BDAC member's to their joint mixer in August at Red Rock.

Laura Jane Spina stated that Rafi Architecture is a women-owned, small business, disadvantaged business enterprise. She stated Rafi Architecture has been in around for a long time. She is part of the 2nd generation of being in the firm and she is celebrating her 20th anniversary. They specialize in architecture, planning and urban design. Laura said what helped her get through the economic recession was that they started conducting studies with historic preservation. They branched out and started doing government work with the FEDs and so she has a 5 year contract with NASA and also has a 3 year contract with HUD Housing. **Laura** also works with attorneys and provides litigation support.

Adleen acknowledged that Jana and Laura were graduates of the County's Business Opportunity Workforce Development (BOWD) program. She said the grant for the program offers the opportunity to look at the emerging businesses and try to assist them to stay sustainable through these hard times. **Dianne** stated that this is one program the Council is making sure other businesses know about.

Jane mentioned that **Dianne Bilderback** was also a graduate. **Dianne** said she participated in the Clark County Business Development Education Program and graduated in 2010.

B. Review the Clark County Purchasing Statistics

Adleen stated that at the BDAC meeting in October, the Council requested to have the purchasing statistics emailed to them in advance in order to give them an opportunity to review.

Marla asked if the Commissioners received the reports in email format or hard copies for them to review. **Adleen** stated that the Commissioners receive a compilation of the overall report and that the County manager and the Commissioners receive a hard copy of the report and by email. **Marla** thinks it will be helpful for the Commissioners to see on a monthly basis who did get the contract.

Dianne said that at the end of this year the Council has to report to the Commissioners on what the progress in the minority, women, small, disadvantaged businesses and the percentages form last year to this year.

Adleen suggested that the Council extract some data from the reports and place it in the newsletter and highlight some of the successes from the report. She said it could be another

avenue the Council could use to advise the Board of County Commissioners. **Dianne** suggested creating a template to include the statistics in the newsletter.

VIII. PUBLIC COMMENTS

Marla announced that on April there will be the 4th in a series of Black Elected Community Town Hall that will address specifically minority and small businesses. **Marla** said that she was going to send information to Diana to forward to the members.

Adleen stated that the Clark County Purchasing Division hosted their annual Meet Your Customer Day in the rotunda. There were 140 businesses that attended. Adleen said she was asked to attend an expo in Mesquite in the next couple of months. **Adleen** said she had an opportunity to mesh with organizations and associations that have not heard about what the Purchasing Division does because not every business can walk into a private or public agency to meet the Purchasing Manager and Purchasing Analyst up front and so they are excited. Adleen mentioned that she met with the Laughlin Chamber of Commerce and there was a company she was in contact with that does work there for the casinos. This company did not know about the Government Center in Laughlin and that they could go there and possibly do some business with Clark County.

Dianne congratulated **Adleen** for those success stories she share with the Council. Diane asked Adleen if the Council could have access to her calendar of those types of events to have them listed in the newsletter.

Adleen announced that on February 28, 2014, the Governor's Office of Economic Development will host their "Where is the Contract" series on How to Market your Business to the Government. It will be held at 7:30 a.m. in the Gold Room.

IX. NEXT MEETING: Wednesday, April 9, 2014, 9:00 a.m., 4th Floor, Gold Room, Clark County Government Center, 500 S. Grand Central Parkway., Las Vegas, NV 89155.

X. ADJOURNMENT

The meeting was adjourned.